Representative Task Order #1

Management Information System (MIS) Application Development

Period of Performance: 10/01/2015 -09/30/2016

The Management Information System (MIS) applications supported by Code 750 are configuration management tools that are tailored to meet each Mission customer's specific requirements. The MIS applications are used by the Mission Projects to track documents, drawings, and related capabilities that are used to support preparation and implementation of a project launch. The newer MIS applications are built on the best features from the previous MIS applications, and are adapted to meet the customer's requirements and budget. Currently, there are 20 MIS applications in our application inventory. Code 750 is providing application support for four (4) active Projects that are using their MIS applications in preparations for a future launch. The remainder sixteen (16) MIS applications remain active, but only require limited sustaining engineering support in order to keep the applications running so they can be accessed for their historical information.

The contractor is tasked with providing application support for the MIS applications. This includes day-to-day maintenance in the resolution of application software issues and in the development of additional functional enhancements as requested by the customer and approved by the Task Monitor. MIS application development and maintenance efforts are required to follow the Code 750 Standard Operating Procedures (SOP) that include Incident Management, formulation of Requirements document (RQD), Project Task Plans (PTP), Project Schedules, Test Plans, Technical Support, Consulting, and Application Implementation. In addition to the required day-to-day support, the contractor shall also make recommendations regarding the integration of MIS applications, development methodologies and software that will result in reduced cost, increased efficiency and the reduction of software development time.

The contractor shall also provide application hosting for MIS applications. This includes system administration, database administration, and backup/restore services required to meet application integrity, availability and confidentiality requirements.

The contractor shall provide weekly and monthly status reports for each MIS application to the Task Monitor (TM) and Contracting Officer's Representative (COR). Weekly status reports shall include updated schedules, overall status and other information as requested by the TM or COR for those applications that have application development activity within that week or month.